



# The Pipeline



## CFC Hosting 'Open House' at State Fair

By Anya Arnes Weber

Now is the time to get to the Kentucky State Fair, which opened Thursday. The Cabinet for Families and Children wants all of Kentucky to know how Comprehensive Family Services can change lives. Our display shows how connecting with a CFC local office and CFS has made a world of difference for our home's resident, Betty Boone.

At our display, guests can move straight from the office to Betty Boone's home. It consists of a great room, a kitchen and an outdoor area.

In a child safety area, guests will see messages about protecting children. Kids will be invited to write their names on paper strips, and we'll connect them to make a colorful chain.

Child support and father involvement will be demonstrated by a packed picnic basket; inside it will be an invitation for Betty's kids to attend a father-child picnic.

Kentucky's Family Resource and Youth Services Centers (FRYSCs) will be represented by a puzzle. Accompanying information will explain several of the FRYSCs' components.

A section of the home will be devoted to Kentucky's Transitional Assistance Program. On an adult's desk, we'll see the efforts of a job search, a calendar with schedule for job training and a work uniform.

A rocking chair will symbolize the protective services that the cabinet helps adults find. And a flashing stoplight coin bank will remind visitors to help stop domestic abuse.

And a cool breeze flowing from an air-conditioning vent will help guests understand that funding for home



*Mary Ann McKenzie and Jennifer Deaton of the Family Resource and Youth Services Centers' office attach a girl's link to the chain in the fair "office." Each link has the name of a child who has visited the CFC display.*

heating and cooling costs is available to some Kentuckians through the energy assistance program.

Food stamps and the electronic benefits transfer (EBT) cards will be spotlighted in the kitchen with a packed grocery bag and a food basket. They will remind guests that EBT cards can be used to purchase nutritious foods like vegetables, fruit and fresh meats.

Quality child care is another featured element. A child carrier will remind parents to make a careful choice when they select a caregiver for their children.

Guests leaving the display will receive a "goodie bag" and can turn in their quiz card to be eligible for one of six prizes. They are the picnic basket, rocking chair, baby carrier, food basket, basketball and patio furniture.

Young children will be invited to make a three-point play at our basketball shoot. And they can sit at the patio table to color a "My Family Matters!" pennant or take it home to color there.

The fair is open from 9 a.m. to 10 p.m. daily until Sunday, Aug. 26. Admission is \$7 for adults and \$3 for children and seniors. Parking is \$3. Check out <http://www.kystatefair.org/> for details about shows, special admission days and exhibitors.

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## **A Message from Kim Moore, General Counsel, and Teresa Suter, Executive Director of the Office of Human Resource Management**

The following information is from the recently revised sexual harassment statement for the Cabinet for Families and Children. Implementation of the policy is the responsibility of every employee in this Cabinet. If followed properly, it can assure a safe, non-hostile work environment.

Sexual harassment is prohibited by law. Please familiarize yourself with the information contained in the Cabinet's Sexual Harassment Statement, post it and discuss it in staff meetings.

Recent changes in the policy reflect the recent creation of the Office of Human Resource Management and the Executive Director's role in receiving complaints, consulting with the Office of General Counsel and conducting investigations. Also, a change was made to the complaint procedure allowing for both the complainant and the perpetrator to be notified in writing when additional time has been granted to complete the investigation.

### **Cabinet for Families and Children's Sexual Harassment Statement: Revised 8/13/01**

Sexual harassment is a form of sexual discrimination prohibited by federal law in Section VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) and 29 C.F.R. 1604.11. Such conduct is also a violation of state law. KRS 344.040(1), KRS 18A.140 and 104 KAR 1:050 Section 2. As an employer and as a recipient of federal assistance and a state administrative agency, the Cabinet for Families and Children is required to maintain an employment and program atmosphere free from sexual harassment and to respond promptly and effectively to complaints of sexual harassment.

Sexual harassment is a form of misconduct that undermines the integrity of the employment relationship. No employee should be subjected to nor shall they subject anyone to unsolicited and unwelcome sexual overtures or conduct, either verbal or physical in the workplace. Sexual harassment refers to behavior that is not welcome, that is personally offensive, that debilitates morale, and that, therefore interferes with work effectiveness or integrity. Such behavior, whether intentional or not, may result in disciplinary action up to and including involuntary termination.

### **Prohibited Activities**

Sexual harassment, whether committed by supervisory or non-supervisory personnel, is specifically prohibited as unlawful. Sexual harassment includes, but is not limited to (1) the unwelcome touching of another person; (2) the making of advances or requests for sexual favors; (3) the use of sexually-explicit, suggestive or abusive language; (4) the making of sexually-suggestive jokes or degrading remarks about a person or about a person's body or clothing and (5) the display of sexually-explicit or suggestive literature, pictures, photographs or other objects. The Cabinet for Families and Children, as an employer, and its supervisors may also be responsible for the acts of non-employee customers, clients and vendors with respect to sexual harassment of Cabinet employees in the workplace, where the employer (or its agents or supervisory employees) knows or should have known of the conduct and fails to take immediate and appropriate corrective action. The Cabinet for Families and Children strictly prohibits verbal or physical conduct by any employee which harasses, disrupts or interferes with work performance or which creates an intimidating, offensive or hostile working environment. Such prohibited conduct includes, but is not limited to, a pattern of intimidation, control or abuse of managerial authority.

The Cabinet for Families and Children strictly prohibits any supervisor, manager or employee from making submission to sexual advances a

condition of employment, continued employment, evaluation, compensation, benefits, promotion or any other privilege, term or condition of employment.

Further, the Cabinet for Families and Children strongly discourages supervisors or managers from engaging in or soliciting personal relationships with their subordinates.

### **Retirement Reception**

Martha (Marty) House Mason will be retiring from State Government on Aug. 31. Marty is retiring with 32 years of service to the citizens of the Commonwealth of Kentucky. There will be a retirement reception in her honor from 5 – 8 p.m. on Aug. 22 at the Frankfort Plant Board Clubhouse, 92 Tanglewood Drive, Frankfort. R.S.V.P. to Dawn Pulliam at [dawn.pulliam@mail.state.ky.us](mailto:dawn.pulliam@mail.state.ky.us).

### **Don't Let the Lights Go Out in Kentucky**



Every week in this space, Pipeline will offer a tip on an easy, painless way to save energy at work. We welcome any and all suggestions. If you know of a way each of us can cut down on the energy we use at work, please send a description to [patricia.boler@mail.state.ky.us](mailto:patricia.boler@mail.state.ky.us)

### **Keeping Our Offices Energy-Efficient: Helpful Links for Energy Conservation Education**

Please visit the following web sites to educate yourself on how to become more energy efficient at home and in the office:

- [www.nr.state.ky.us/nrepc/](http://www.nr.state.ky.us/nrepc/)
- [www.energy.gov](http://www.energy.gov)
- [www.energy.com](http://www.energy.com)
- [www.homeenergy.org](http://www.homeenergy.org)
- [www.energyonline.com](http://www.energyonline.com)

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